**ESL 183LS: Final Exam Assignment: Reaching a group decision**

During the final exam, you will participate in a group discussion with three other students and together you will discuss potential job candidates. Then your group will come up with a decision on which person to hire . You will need to be able to reach a group decision. I will be listening for all of the techniques you have learned about communication. Look in Chapter 1,2,3,5,7,9 for Speaking Skills activities and practice them. As you prepare for your discussion, think about the Unit Question**, “Is one road to success better than another?”**

**Consider the Ideas**

**Complete the following charts and notes and turn them in to me on the day of the final. I will be grading this, so do your best work. You can use this worksheet as notes on the final or you can type your notes – whatever works for you. You will talk for 2-3 minutes.**

**1.** Read the following advertisement for a job opening.

**GapStaff needs you!**

GapStaff is looking for a consultant to join our exciting and energetic team. Consultants are responsible for working with clients to organize their gap year opportunities. Candidates for the job should be well organized, interested in working with students, and passionate about traveling, learning, and volunteering.

**The minimum requirements for the position are an undergraduate degree and five years of related work experience.** Travel experience and the ability to speak another language are a plus.

**Call 1-888-555-5210**

**2.** **[CD3, Track 13]** Read the information about four people who applied for the GapStaff consultant job. Then listen to their personal statements. Take notes in the chart. Or take notes on your own paper – make sure to turn in your notes on the day of the final.

|  |  |
| --- | --- |
| **Personal information** | **Notes** |
| **Susan Jones (age 59)**  **Education:**  A.A. in Journalism from Central Texas College  B.A. in English from the University of Chicago  **Work Experience:**  English teacher in Poland (3 years)  English teacher in Thailand (2 years)  English teacher in Peru (6 years) |  |
| **Doug Orman (age 43)**  **Education:**  B.A. in History from the University of Maryland  M.A. in History from the University of Maryland  **Work Experience:**  Teaching Assistant at the University of Maryland (3 years)  Lecturer at the University of Maryland (16 years) |  |
| **Narayan Tej (age 24)**  **Education:**  B.A. Tourism from Columbia Southern University  **Work Experience:**  Part-time work at the tourism desk of the Hilton Hotel |  |
| **Teresa Lopez (age 35)**  **Education:**  B.S. in Business Administration from National  American University  **Work Experience:**  Guide at local art museum (3 years)  Receptionist for travel agent (2 years)  Receptionist for gym (5 years)  Salesperson at a clothing store (2 years) |  |

**Prepare and Speak**

**A.** **Gather ideas Imagine you are part of a GapStaff group choosing the best candidate for the position. Consider the four job applicants. Who do you think is most qualified? Who is least qualified? Rank the applicants from 1 (your first choice) to 4 (your last choice) based on your notes in the chart above.**

\_\_\_\_ Susan Jones \_\_\_\_ Narayan Tej

\_\_\_\_ Doug Orman \_\_\_\_ Teresa Lopez

**B.** **Organize ideas Why did you rank the candidates in this order? Complete the chart with brief notes.**

|  |  |
| --- | --- |
| **Candidate name** | **Reasons for ranking** |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |

**C. Speak During the FINAL EXAM, you will discuss the candidates in a group and eventually make a group decision about who you will hire.**

**1.** Each student in the group will take turns to present one of these people (above) who they believe is best qualified for the position and one who is not. You will each have **2-3 minutes** to present your **top candidate and the candidate which is your least favorite**. You must give reasons for your choices. **Practice your presentation and MAKE SURE TO TIME YOURSELF so that it is smooth and you can talk for at LEAST 2 minutes but no more than 3 minutes.** I will grade you on your time. If you practice, you will be smoother and more confident and you can give us more information.

2. During the last 5-7 minutes you will discuss together who should be hired for the position. You will work to reach a group decision on the best person to hire.

Here are some ways I will grade you:

|  |  |  |
| --- | --- | --- |
| **Final Exam Assessment** | | |
| **Yes** | **No** |  |
|  |  | I was able to speak easily about the topic. |
|  |  | My group understood me. |
|  |  | I listened for contrasting ideas. |
|  |  | I used vocabulary from the unit. |
|  |  | I changed the topic in the discussion and used a variety of Speaking Skills that I learned from Units 1, 2, 3, 5, 7,and 9. |
|  |  | I highlighted words to emphasize ideas as I spoke. I have written key words below that I want to use in my mini-presentation. |

Key Words I will use: